

## APPROVED MINUTES

### SARATOGA COUNTY SEWER COMMISSION No. 1 MINUTES OF JANUARY 8, 2015 3:00 PM at the Treatment Plant

**COMMISSIONERS PRESENT:** Howe, Bold, Hale, Loewenstein, Marshall and Ostapczuk

**COMMISSIONERS EXCUSED:** Cannon, Doyle and Rinaldi

**ALSO PRESENT:** Chad M. Cooke P.E., Executive Director; Anne Gorman, Confidential Secretary; Sue Duff, Chief Operator; Jim Bolduc, Assistant Chief Operator; Grant Eaton, Maintenance Manager; Robert Wilcox, Assistant County Attorney; Ryan Moore, Management Analyst; William J. Davis, Former Saratoga County Sewer District Chairman.

**PUBLIC COMMENT:** None

**CHAIRMAN'S COMMENTS:** Chairman Howe called the meeting to order and said he had a few items to discuss. First, he welcomed Michael Hale to the Saratoga County Sewer Commission. Commissioner Hale represents the Town of Clifton Park and has filled a vacancy created by William J. Davis' retirement.

Chairman Howe then thanked William J. Davis for his many years of dedication and service to the Sewer District as well as the residents of Saratoga County. He also extended his thanks to Mr. Davis' wife for her support throughout his many years of service.

Chairman Howe pointed out the two (2) Committees listed on the last page of the agenda packet. He said the Sewer Commission is going to be doing something a little different this year, than in previous years, by starting out with only two (2) Committees: the Engineering and By-Laws Committees. All other Committees will be appointed on an as needed basis. He said he would like the Commission to come up with a mission statement for each committee along with some goals for this year. Chairman Howe added that Commissioner Marshall has been appointed as his Vice Chairman in the case of his absence.

Chairman Howe said he would like the Commission to focus this year on continuing to look forward to the future, readying the Sewer District and the County as a whole for future development, focus on the aging infrastructure, as well as continue consideration of incremental rate increases to help facilitate infrastructure improvement needs and maintain our fund balance.

In closing he asked that the Commission stay informed and involved. He encouraged everyone to voice any and all concerns as well as bring forth information from each municipality that will help plan for the future of Saratoga County.

**APPROVAL OF MINUTES of December 17, 2014.** *Commissioner Loewenstein made the motion to approve the minutes of December 17, 2014. Commissioner Marshall seconded the motion. No discussion. The minutes of December 17, 2014 were approved. 5 Ayes, 1 Abstain, 3 Absent, 0 Nays.*

**2014 CAPITAL PROJECTS:**

**Main Sewage Pumps** –The pumps were ordered last week and Executive Director Cooke is waiting on an updated delivery schedule. The projected lead time for the pumps is approximately twenty (20) weeks and they are due to arrive in May. The project is slated for completion in June of this year.

**Incinerator Alternative Study** – A kick off meeting was held on December 18, 2014 with our consultant, GHD. They have gathered data, discussed operations with staff and done a walkthrough of the plant. GHD is actively working on the incinerator study report to identify all alternatives including; hauling, anaerobic digestion, sludge drying, and a combination of all three (3). Their schedule has indicated completion in late March and they will be submitting preliminary draft reports prior to that. Executive Director Cooke said he will share the reports with the Commissioners once he receives them.

At the last Commission meeting in December, Executive Director Cooke mentioned the Sewer District hired a consultant to inspect the scrubber to see if the skin on the scrubber could be repaired. The inspection took place on Monday, December 22, 2014 and the consultant reported that the scrubber could be repaired as opposed to being replaced. We are currently waiting for a detailed report of the necessary repairs from the consultant. Once we have those details the Sewer District will reach out to contractors for a quote to do the repairs. In addition to the scrubber repairs, Executive Director Cooke said the Schwing pump piping also needed to be replaced. Once these items are repaired and replaced, amongst a few other items, the incinerator can become operational again and we can then stop the expensive costs associated with hauling.

Commissioner Ostapczuk mentioned that Wheelabrator is going to be doing a test burn on sewage sludge in late January or February. He said it might be worthwhile for the Sewer District to look into it and reach out to them. Executive Director Cooke said it was a good idea and he would look into it.

**Milton Pump Station Upgrade** – The project is underway, pumps and controls are being delivered and project completion is slated for late Spring of 2015.

**2015 CAPITAL PROJECTS:**

**Proposed projects for 2015** – Executive Director Cooke gave a brief summary of the following proposed projects for 2015.

Next phase of interceptor relining- Phase VI  
Re-establish and clear easements and access for offsite sewers  
Manhole rehabilitation work  
Replacing bar screen No. 1 and No. 2  
Major repairs and upgrades to high yard

**MISCELLANEOUS:**

**Septage Fees** – At last month's meeting, Commissioner Marshall made inquiry to a previous discussion

regarding revising septage rates and Executive Director Cooke said he would prepare something for the Commission. He provided a septage fee analysis handout in the agenda packet for reference and gave a

brief summarization of the average septage fees collected in 2012 and 2013. Executive Director Cooke stated that the septage fee rates for Albany and Rensselaer County are currently \$10.00 to \$15.00 dollars higher than SCSD. Executive Director Cooke also stated that there is no record that the Sewer District has ever raised fees associated with accepting septage; therefore, in terms of recommendations, he would recommend a \$10.00 increase. The Commission agreed and noted that the rate increase would still keep the Sewer District amongst the lowest rates within the Capital District.

Chairman Howe mentioned that three (3) local haulers (Ten Eyck Septic Service, Imperial Septic Service and Lake Spa Septic Service) in the town of Milton were having trouble with the long hauls and extra fuel costs associated with hauling to the WWTP as opposed to the Milton Pump Station. Chairman Howe said he is in favor of the increase, but asked the Commission if they would be willing to hold off until the Milton Pump Station Upgrades were complete before instituting the rate increase.

The Commission agreed and felt it would be appropriate to hold off on the rate increase until the Milton Pump Station was back on line. Executive Director Cooke suggested that the Sewer District post something for the haulers to alert them that there will be a \$10.00 rate increase effective midyear. The Commission agreed that posting something well in advance would certainly provide a courtesy to them.

**Award Presentation** – Executive Director Cooke said he had a resolution that he would like to read to the Commission.

*Commissioner Bold moved the following resolution, seconded by Commissioner Loewenstein:*

**RESOLUTION NO. SD 1-2015**

*WHEREAS, WILLIAM J. DAVIS was originally appointed by the Saratoga County Board of Supervisors to the Saratoga County Sewer District Commission on September 20, 1984; and*

*WHEREAS, BILL DAVIS was selected as Chairman of the Sewer District Commission by his fellow Commissioners on July 1, 1993; and*

*WHEREAS, as Chairman of the Sewer District Commission, BILL oversaw the first major expansion of the Sewer District's Wastewater Treatment Plant in 1996 in order to accommodate flow increases anticipated over the next twenty years due to residential and commercial growth in the County; and*

*WHEREAS, as a result of continued residential and commercial growth in the County and the decision of GlobalFoundries to situate a chip fab manufacturing plant in the Town of Malta, BILL led the Sewer District through the planning and construction of a second major expansion of the Sewer District's Wastewater Treatment Plant in 2010; and*

*WHEREAS, during his tenure on the Sewer District Commission, BILL DAVIS was instrumental in overseeing the development of numerous program and staff improvements at the Sewer District, including*

*the interceptor sewer relining program; the vehicle replacement program; the creation of additional staff positions to operate and maintain the expanded Treatment Plant and ever expanding collection system; the*

*implementation of safety improvements at the Treatment Plant and collection system; periodic upgrades to both plant and collection system for performance, reliability and energy conservation while maintaining modest collection fees over several years; and the recognition of important employee accomplishments and contributions; and*

*WHEREAS, WILLIAM J. DAVIS retired from the Sewer District Commission and its Chairmanship on December 31, 2014 after over thirty years of dedicated service;*

*NOW, THEREFORE, BE IT*

*RESOLVED, that the Saratoga County Sewer Commission hereby recognizes, honors and commends WILLIAM J. DAVIS for his thirty years of outstanding and faithful County service, and the Sewer Commission expresses its own gratitude and that of the residents of the County of Saratoga for his leadership, dedication, vision, skill and hard work which has had such a positive impact on Sewer Commission, Saratoga County government and on the lives of County residents; and, be it further*

*RESOLVED, that the Sewer Commission congratulates WILLIAM J. DAVIS on his retirement from County service and wishes him much happiness and good health in his future years. No discussion. The resolution passed: 6 Ayes, 3 Absent, 0 Nays.*

Commissioner Bold told Chairman Howe he had an additional presentation to make and asked William J. Davis to stand up and join him. On behalf of the Saratoga County Sewer Commission, Commissioner Bold presented Mr. Davis with a plaque in honor of his thirty (30) years of outstanding leadership and dedicated service, advancing environmental protection and the infrastructure of Saratoga County. Mr. Davis thanked the Commission and said he enjoyed his many years with the Sewer District. He said the best part of the job was the support from the Commissioners and the people at the WWTP. He thanked everyone for supporting him as well as the County.

### **ATTORNEY REPORT:**

Attorney Wilcox stated that things have been quiet and there are no dedications at this time. There is nothing to report at this time other than two (2) Executive Session items for today.

**DEDICATIONS:** None

### **COMMITTEES**

**Engineering Committee** – Commissioner Loewenstein

**Bylaws Committee** – Commissioner Ostapczuk

## **EXECUTIVE SESSION**

*On a motion by Commissioner Marshall and seconded by Commissioner Ostapczuk, the Commission moved to go into Executive Session at 3:40 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2) for discussion of a personnel matter as well as a discussion with Counsel regarding impending litigation.*

*On a motion by Commissioner Loewenstein and seconded by Commissioner Marshall, the Commission moved to go out of Executive Session at 4:45 p.m. in accordance with the Open Meetings Law (Public Officers Law § 105(1)(2) and thereafter, adjourned the meeting.*

*A motion to adjourn the meeting was made by Commissioner Ostapczuk and seconded by Commissioner Loewenstein. No discussion. The motion passed.*

## **NEXT COMMISSION MEETING**

**Thursday, February 5, 2015  
3:00 P.M. at the Treatment Plant**